

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

Wednesday, March 16, 2005

3:00 p.m.

**in the Mary Brennan Board Room, T. F. Green Airport, Warwick,
Rhode Island**

The meeting of the Rhode Island Airport Corporation (“Corporation”) Operations and Capital Committee was called to order by Chairman, James Forte, at 3:02 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

COMMITTEE MEMBERS PRESENT: James Forte, Robert Sangster.

COMMITTEE MEMBER ABSENT: Joseph Cianciolo.

ALSO PRESENT: Mark Brewer, A.A.E., President and CEO; Laurie Cullen, A.A.E., Executive Vice President; Brian Schattle, Senior Vice President of Finance and Administration/CFO; William Steinkamp, Senior Vice President of Operations and Maintenance; and those individuals listed on the attendance sheet attached hereto.

1. Approval of the Minutes: Mr. Forte moved that the minutes of the Operations and Capital Committee Meeting of January 26, 2005 be

approved. Mr. Sangster seconded the motion. The motion was passed unanimously.

2. Report from Chair, Operations and Capital Committee:

Mr. Forte noted that there have been no significant delays at the screening checkpoint and commended the airport staff for their work on the screening process. Mr. Forte introduced Mr. Peter Frazier, who recently joined the Corporation as Chief Legal Counsel.

3. Discussion Item:

Pursuant to R.I.G.L. § 42-46-6 the agenda was amended to include an update on the EIS process which Ms. Cullen provided to the Committee. Discussion focused on the project coordination principles the environmental review and permitting process and milestones and schedules. Mr. Sangster recommended that the Corporation meet with the Mayor and City officials to talk about the process. Mr. Sangster offered his assistance in facilitating this meeting.

Pursuant to R.I.G. L. § 42-46-6 the agenda was amended to include an update on the MII approval process and the bond process which Mr. Schattle provided to the Committee. Mr. Schattle also gave an overview of the meeting with the rating agencies in New York.

4. Action Items:

(a) Consideration of and Approval of a Construction Contract Related to the Terminal Entrance Bollards Project at T. F. Green Airport.

A motion was made by Mr. Sangster and seconded by Mr. Forte to approve the following resolution:

WHEREAS, a competitive bidding process was undertaken according to the Rhode Island Airport Corporation's procurement rules for the Terminal Entrance Bollards Project at T. F. Green Airport and four bids were received; and

WHEREAS, the firm of HNTB Corporation, serving as RIAC's design consultant for this project, determined that Catalano Construction submitted the lowest responsive bid in the amount of \$113,780; and

WHEREAS, HNTB recommended that Catalano Construction be awarded the construction contract for this project and RIAC staff agrees; and

WHEREAS, this contract will be funded 75% (\$85,335) through the FAA under AIP No. 3-44-0003-60 with RIAC's 25% (\$28,445) matching share from its General Purpose Fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO to execute a construction contract with Catalano Construction for the Terminal Entrance Bollards Project at T. F. Green Airport in the amount of \$113,780, subject to Board approval.

The motion was passed unanimously.

(b) Consideration of and Approval of Consultant Task Order for Planning Services Associated with the Environmental Assessment at Block Island Airport.

WHEREAS, RIAC contracted with the firm of the Louis Berger Group to perform on-call environmental services; and

WHEREAS, RIAC is currently negotiating a scope and fee with Louis Berger Group to provide planning services associated with the Environmental Assessment in the amount not-to-exceed \$85,000; and

WHEREAS, this Task Order will be funded 95% (\$80,750) through the FAA under FAA FFY05 AIP Grant No. 3-44-0003-70, with RIAC's 5% (\$4,250) matching share from the General Purpose Fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO to

negotiate and execute a Task Order with Louis Berger Group to provide planning services for the Environmental Assessment at Block Island Airport in an amount not-to-exceed \$85,000, subject to Board approval

The motion was passed unanimously.

(c) Consideration of and Action Upon Extension of Contract for Financial Advisory Services and the Airport Consultant.

A motion was made by Mr. Sangster and seconded by Mr. Forte to approve the following resolution:

WHEREAS, in February 2002, the Corporation entered into contracts with Ricondo and Associates for airport consultant services and Fullerton and Friar for financial advisory services; and

WHEREAS, the contract terms were for three years ending February 28, 2005; and

WHEREAS, RIAC will be issuing a public solicitation for these services in the summer or fall of 2005; and

WHEREAS, Ricondo and Associates and Fullerton and Friar are involved in major projects currently underway, notably the upcoming bond issue and Majority In Interest (MII) discussion with airlines; and

WHEREAS, based on the importance of these projects and their continued involvement, RIAC staff recommends the extension of the contracts through December 31, 2005, utilizing the same terms and conditions of the current contracts; and

WHEREAS, the funds for these services are budgeted in the Operating and Maintenance (O&M) budget in Fiscal Year 2005.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the extension of the Ricondo and Associates and Fullerton & Friar contracts through December 31, 2005, subject to Board approval.

The motion was passed unanimously.

(d) Consideration of and Action Upon Approval of Professional Services Contract for the Economic Impact Study for the Rhode Island Airports.

Mr. Schattle gave a brief overview of the contract. Mr. Sangster asked for the rationale for doing the study and Mr. Schattle reported that the current study needs to be updated, as this document shows the economic benefit of all of the airports to the state.

A motion was made by Mr. Sangster and seconded by Mr. Forte to approve the following resolution:

WHEREAS, the Rhode Island Airport Corporation is responsible for the maintenance and operation of airport facilities at the six Rhode Island Airports; and

WHEREAS, it has been determined that there is a need for an updated Economic Impact Study for T.F. Green Airport and the five General Aviation (GA) airports; and

WHEREAS, the Rhode Island Airport Corporation has a fiscal year budget which provides funding for this study through its Operating & Maintenance (O & M) budget; and

WHEREAS, the selection committee ranked Wilbur Smith Associates as top firm of those who offered submissions pursuant to the Corporation's Procurement Rules; and

WHEREAS, the recommendation is to award a contract to Wilbur Smith Associates to complete this study.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the President and CEO, or his designee, to execute a contract with Wilbur Smith Associates for an

Economic Impact Study in an amount not to exceed \$99,600, subject to Board approval.

The motion was passed unanimously.

5. Executive Session:

There was no Executive Session. Mr. Steinkamp announced that the airlines have hired a new company to replace AVEX who currently provide the skycap and wheelchair service in the airport. The new company will commence services on April 1, 2005.

6. Future Meetings:

The next Operations and Capital Committee Meeting is scheduled for Wednesday, April 13, 2005 at 4:00 p.m., in the Mary Brennan Board Room, at T. F. Green Airport.

7. Adjournment:

Mr. Sangster moved to adjourn at approximately 4:00 p.m. Mr. Forte seconded the motion. The motion was carried by acclamation.

Respectfully submitted,

James Forte, Chairman

Rhode Island Airport Corporation

Operations and Capital Committee

ATTENDANCE SHEET

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

MARCH 16, 2005

NAME	AFFILIATION
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Doug Dansereau	RIAC
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Patti Goldstein	RIAC
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